



Instructions to activate an Inactive CPA License

To obtain an Active CPA License by a person who currently has an Inactive CPA License in the State of Indiana.

Quick Steps

Forms Required:

DOWNLOAD FORM(S) NOW

- ✓ **Application for Activation of An Inactive CPA/PA/AP License** - State Form 48541 - 1 page
- ✓ **All Supporting Certificates of Completion for Continued Professional Education (CPE) –**

Within the 120 hours you must have:

- 12 hours of Accounting and Business Administration
- 4 hours of Ethics for Accountants
- No More than 50% of the 120 can be in self-study

Documentation/Certificates must include:

- List of Field of Study
- Number CPE hours
- Completion Date
- Signed by Instructor

Application Fee: None

Mail: Mail Completed Forms to:

Indiana Professional Licensing Agency

Attn: Indiana Board of Accountancy
402 West Washington Street, Room W072
Indianapolis, Indiana 46204-2700

Additional Notes:

Detail and Code References: [Code References](#)

License Card

Note: As of 2009 Permits and Certificates are no longer sent to recipients. They are available online and one (1) Permit can be downloaded free of charge. Additional Permits can be ordered for a small fee.

License Cycle: 3 Years